

RESOLUTION 2014 - 52
A RESOLUTION AUTHORIZING SIGNATURES TO SIGN
LEASE AGREEMENTS AND REQUESTS OF MUNICIPAL EQUIPMENT AND RESOURCES

WHEREAS, individuals, businesses, non-profit organizations, sport organizations, and other entities desire to use City facilities and/or property for the promotion of special events that provide financial, educational, and/or cultural benefit to the City of Sturgis;

WHEREAS, the promoters may request the use of City staff or other City resources to assist with the set-up, tear-down and/or production of the special event;

WHEREAS, City policy requires all event promoters to submit documents to the City outlining the details of their event and to make request for the use of City property and to make request for any special accommodations, permits, and/or licenses that may be required for the successful promotion of their event;

WHEREAS, City policy requires that these event promoters sign lease or rental agreements with the City for the use of any City property;

WHEREAS, promoters must follow-up with designated City staff after the special event in order to communicate deficiencies that must be remedied prior to the City's approval of any future events on City property;

WHEREAS, the Common Council desires to invest its time in establishing and reviewing significant policy matters and desires to direct its staff to coordinate the day to day administrative affairs of the City.

NOW THEREFORE, City Manager Daniel Ainslie or Mayor Mark Carstensen is hereby authorized to execute said lease agreements and requests of City equipment and resources for any event anticipated to have a total cost to the City of less than \$10,000 through calendar year 2015, in addition, there shall be an evaluation of total costs completed in the 4th Quarter of 2015 to determine the complete costs of events to develop a potential fee schedule if necessary.

Dated this 2nd day of September, 2014.

CITY OF STURGIS

Mayor Mark Carstensen

ATTEST:

Fay Bueno
City Finance Officer

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